

**Date: 19 March 2024**

**To: Shire President  
Deputy Shire President  
Councillors**



## **NOTICE AND AGENDA - ORDINARY COUNCIL MEETING**

**An Ordinary Council Meeting of the Shire of Nungarin will be held in the Council Chambers on Wednesday 20<sup>th</sup> March at 4.30 pm to consider and resolve the matters set out in the attached agenda.**

**Chief Executive Officer**

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### **DISCLAIMER**

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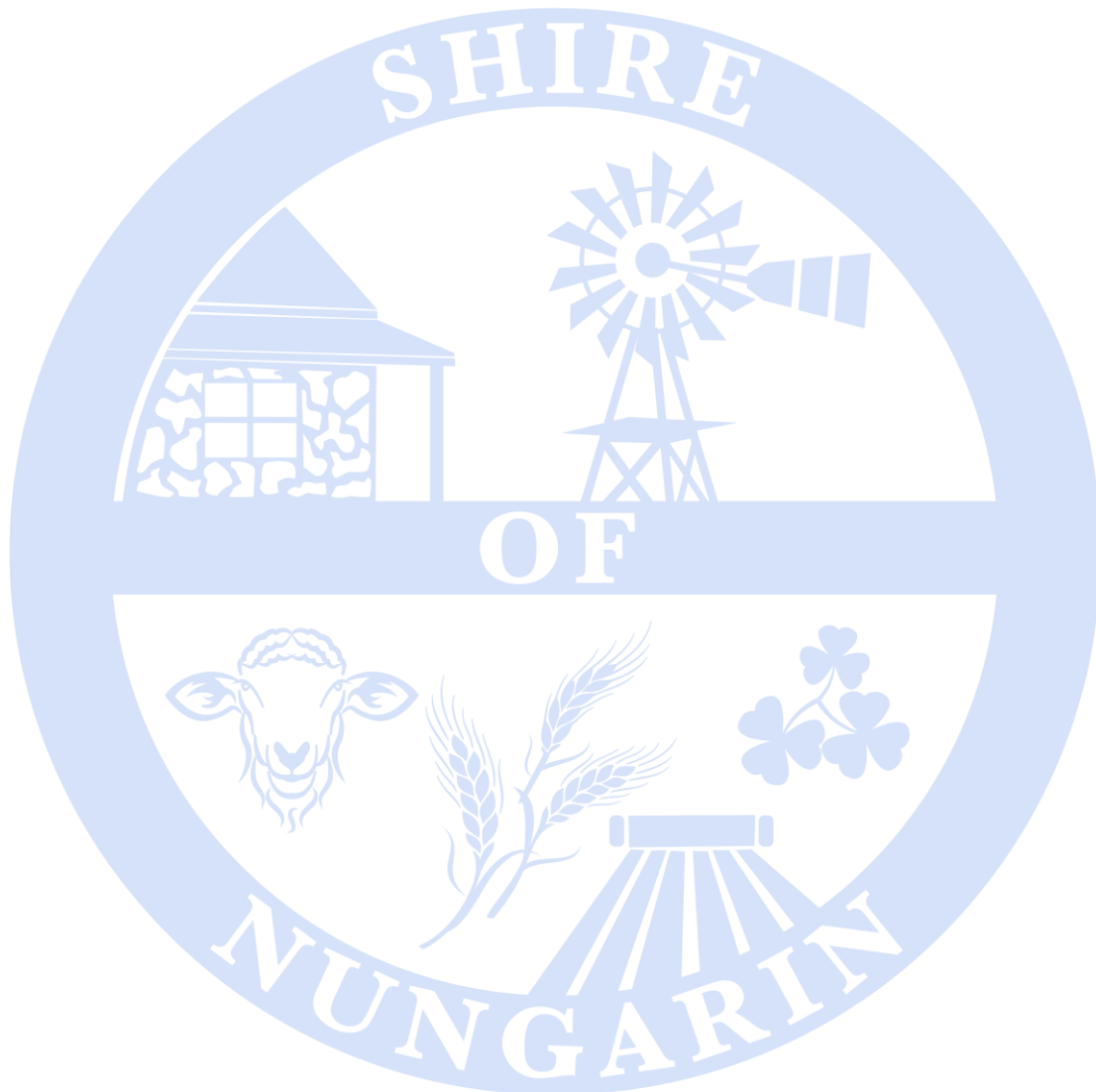
*Any statement, comment or decision made at a Council or Forum meetings regarding any application for an approval, consent or licence, including a resolution of approval, is not effective as an approval of any application and must not be relied upon as such.*

*Any person or entity who has an application before the Shire must obtain, and should only rely on, written notice of the Shire's decision and any conditions attaching to the decision, and cannot treat as an approval anything said or done at a Council or Forum meetings.*

*Any advice provided by an employee of the Shire on the operation of a written law, or the performance of a function by the Shire, is provided in the capacity of an employee, and to the best of that person's knowledge and ability. It does not constitute, and should not be relied upon, as a legal advice or representation by the Shire. Any advice on a matter of law, or anything sought to be relied upon as a representation by the Shire should be sought in writing and should make clear the purpose of the request.*

**PUBLIC QUESTION TIME**

1. The order of business allows for a Public Question time at the beginning of the meeting.
2. If you wish to ask a question about an agenda item before it is considered then it is recommended to be made at the Public Question Time item on the agenda in accordance with Council's Procedures and Guidelines for Public Question Time.
3. The visual or vocal recording of Council meeting proceedings is expressly prohibited, unless the prior approval of the Council has been given.



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## AGENDA

### 1. DECLARATION OF OPENING

The Presiding Member declared the meeting open at \_\_\_pm.

#### **Affirmation of Civic Duty and Responsibility as Read**

***I make this Affirmation in good faith on behalf of Councillors and Officers of the Shire of Nungarin. We collectively declare we will duly, faithfully, honestly and with integrity fulfil the duties of our respective office and positions for all the people in the district according to the best of our judgment and ability.***

#### **Acknowledgement of Traditional Custodians**

**We wish to acknowledge the Traditional Custodians of the land we are meeting on, the Njaki Njaki Nyoongar people, and recognise the contribution of Elders past, present and future.**

### 2. ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE

#### 2.1 ATTENDANCE

##### **Councillors**

Shire President	Cr P de Lacy
Deputy Shire President	Cr G Coumbe
Elected Member	Cr RE O'Connell
Elected Member	Cr K Dayman
Elected Member	Cr A Eksanow
Elected Member	Cr W Lee
Elected Member	Cr M Caughey

##### **Council Officers**

Chief Executive Officer	Mr R Halse
Manager Works & Services	Mr D Nayda

##### **Observers / Visitors**

#### 2.2 APOLOGIES

Manager Corporate Services Ms C Pearce

#### 2.3 REQUEST FOR LEAVE OF ABSENCE

**3. DEPUTATIONS AND PETITIONS****3.1 DEPUTATIONS****3.2 PETITIONS****4. PUBLIC QUESTION TIME**

- a. Public Question Time provides the public with an opportunity to put questions to the Council. Questions should only relate to the business of the Council and should not be a statement or personal opinion.
- b. During the Council meeting, after Public Question Time no member of the public may interrupt the meeting's proceedings or enter into conversation.
- c. Whenever possible, questions should be submitted in writing at least 48 hours prior to the start of the meeting.
- d. All questions should be directed to the President and only questions relating to matters affecting Council may be answered at an Ordinary Council Meeting, and at a Special Council Meeting only questions that relate to the purpose of the meeting may be answered. Questions may be taken on notice and responded to after the meeting, at the discretion of the Presiding Member.
- e. The Presiding member will control Question Time and ensure each person wishing to ask a question states their name and address before asking the question. If the question relates to an item on the agenda, the item number should also be stated. In general, persons seeking to ask questions will be given two (2) minutes within which to address their question to Council. The Presiding Member may shorten or lengthen this time at their discretion.

**4.1 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE****4.2 PUBLIC QUESTION TIME****5. DECLARATIONS OF INTEREST****5.1 FINANCIAL AND PROXIMITY INTEREST****5.2 DISCLOSURES OF INTEREST THAT MAY CAUSE A CONFLICT****6. ANNOUNCEMENT BY THE PRESIDING MEMBER (WITHOUT DISCUSSION)****7. PREVIOUS COUNCIL MEETING MINUTES / OUT OF SESSION CONFIRMATION**

**7.1 ORDINARY COUNCIL MEETING – 21 FEBRUARY 2024**

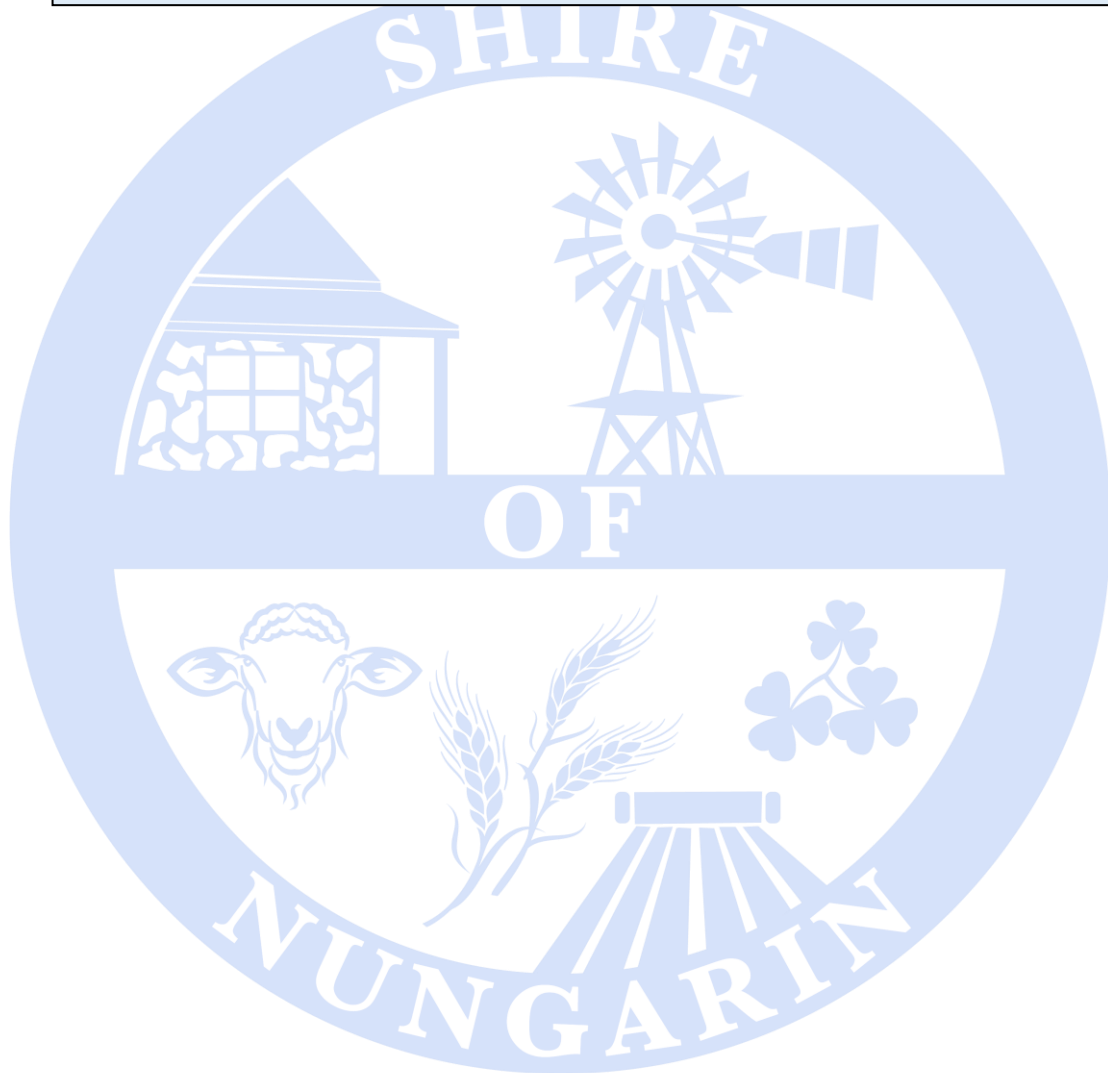
**OFFICER RECOMMENDATION**

The Council resolves that the Minutes of the Ordinary Council Meeting held on 21 February 2024 are hereby confirmed as a true and accurate record.

Moved: .....

Seconded: .....

.....



**8. OFFICER REPORTS –**

<b>8.1 LISTING OF PAYMENTS FOR THE MONTH OF FEBRUARY 2024</b>	
<b>File Ref:</b>	n/a
<b>Previous Items:</b>	Nil
<b>Responsible Officer:</b>	Ric Halse Chief Executive Officer
<b>Author and Title:</b>	Crystal Pearce Manager Corporate Services
<b>Declaration of Interest:</b>	Nil
<b>Voting Requirements:</b>	Simple Majority / Absolute Majority
<b>Attachment Number</b>	8.1A – <a href="#">Payment Listing February 2024</a>

**OFFICER RECOMMENDATION**

The Council, in relation to the Payment Listing for February 2024, resolves to formally accept and acknowledge the contents of the report. The following payments were outgoing throughout February 2024:

**Municipal:**

- EFT: \$430,004.40
- Cheque: \$25,233.02
- Direct Debit: \$41,750.67

**Trust:**

- Cheque: \$0.00
- Credit Card:
- Direct Debit: \$109.00

**Grand Total: \$497,097.10**

**Moved:** .....

**Seconded:** .....

**IN BRIEF**

The purpose of this report is to present the listing of payments made from the Shire’s Municipal, Trust and Credit Card funds throughout the month of February 2024.

**BACKGROUND**

The attached appendix lists the payments from Council Municipal and Trust funds for the month applicable as per requirements of the Local Government Act 1995 and the Local Government (Financial Management) Regulations 1996.

As per Regulation 13 of the Local Government (Financial Management) Regulations 1996 the following information is required to be presented to Council;

- The Payee’s name;
- The amount of the payment;
- The date of the Payment; and
- Sufficient information to identify the transaction.

**REPORT DETAIL**



As Council has delegated authority to the Chief Executive Officer to execute payments from the municipal fund and the trust fund a list of accounts paid are required to be submitted to Council showing the prescribe information.

**SHIRE OF NUNGARIN INTEGRATED STRATEGIC PLAN 2023 - 2033**

<b>Focus Area</b>	Our organisation
<b>Aspiration</b>	Effective forward planning, and engagement with our community
<b>Objective</b>	We deliver sound financial and asset management

**OTHER STRATEGIC LINKS**

nil

**STATUTORY ENVIRONMENT**

As per Regulation 13 of the Local Government (Financial Management) Regulations 1996 the following is required;

- (1) If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared
  - (a) the payee’s name;
  - (b) the amount of the payment;
  - (c) the date of the payment; and
  - (d) sufficient information to identify the transaction.
- (2) A list of accounts for approval to be paid is to be prepared each month showing
  - (a) for each account which requires council authorisation in that month (i) the payee’s name; (ii) the amount of the payment; and (iii) sufficient information to identify the transaction. (b) the date of the meeting of the council to which the list is to be presented.
- (3) A list prepared under sub regulation (1) or (2) is to be —
  - (a) presented to the council at the next ordinary meeting of the council after the list is prepared; and
  - (b) recorded in the minutes of that meeting.

**SUSTAINABILITY AND RISK CONSIDERATIONS**

**Economic –**

nil

**Social**

nil

**Policy Implications**

nil

**Risk Management Implications**



Risk Level	Comment
Medium	If the required information is not presented to Council in accordance with the Local Government (Financial Management) Regulation 1996 it may result in a qualified audit report and an unclean compliance return submitted to the Department of Local Government, Sport & Cultural Industries.

**CONSULTATION**

nil

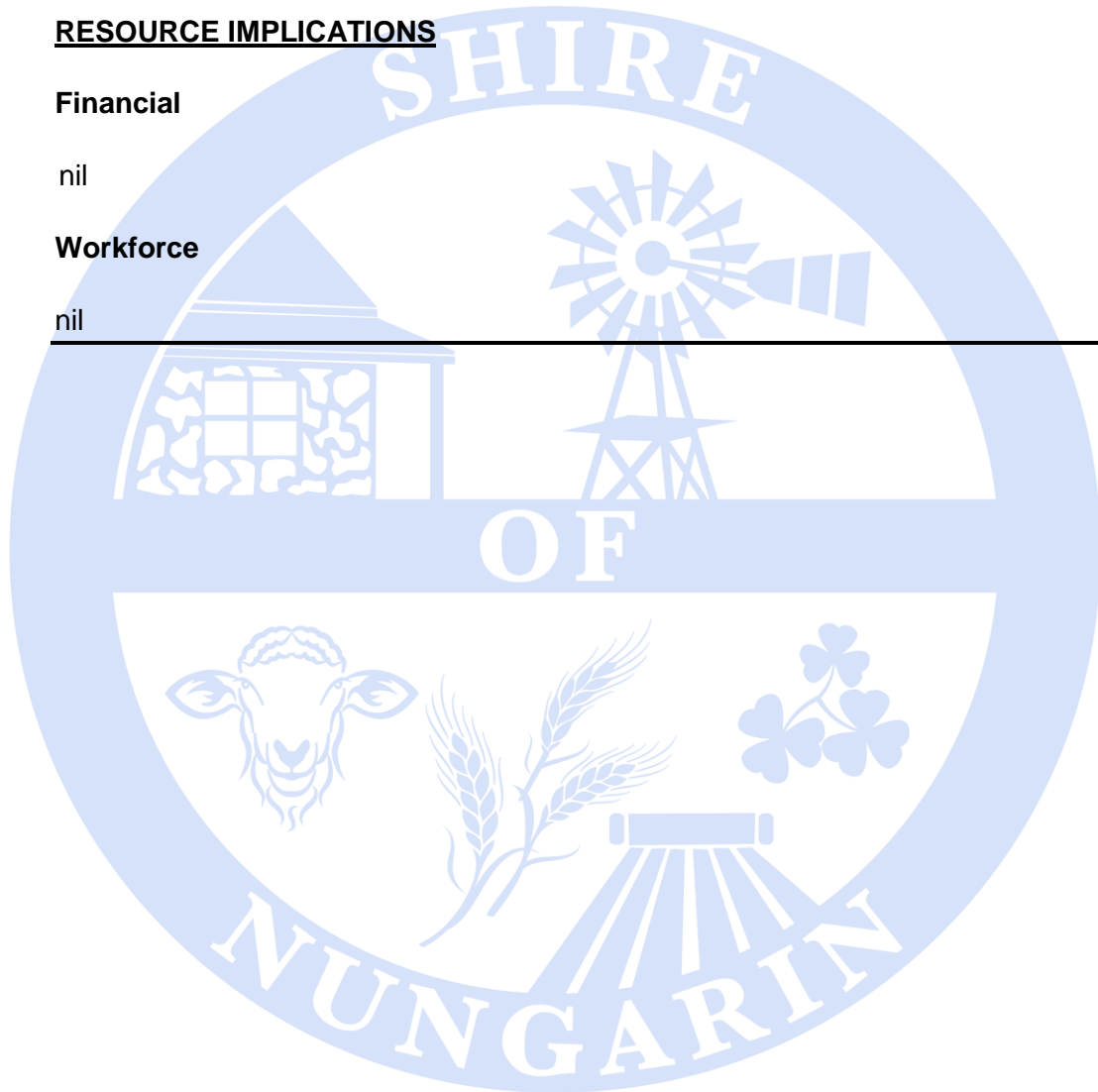
**RESOURCE IMPLICATIONS**

**Financial**

nil

**Workforce**

nil



<b>8.2 MONTHLY FINANCIAL REPORT FEBRUARY 2024</b>	
<b>File Ref:</b>	n/a
<b>Previous Items:</b>	Nil
<b>Responsible Officer:</b>	Ric Halse Chief Executive Officer
<b>Author and Title:</b>	Darren Long Consultant
<b>Declaration of Interest:</b>	Nil
<b>Voting Requirements:</b>	Simple Majority
<b>Attachment Number</b>	8.2A – <a href="#">Monthly Financial Report February 2024</a>

**OFFICER RECOMMENDATION**

The Council, regarding the Monthly Financial Report for February 2024, resolves to formally accept and acknowledge the contents of the report.

Moved: .....

Seconded: .....

.....

**PURPOSE OF THE REPORT**

For Council to consider the monthly financial report for the period ending 29 February 2024.

**SUMMARY AND KEY ISSUES**

The Local Government Act and Regulations require local governments to prepare monthly reports containing the information that is prescribed.

**BACKGROUND**

The Local Government Act 1995 and the Local Government (Financial Management) Regulations 1996 require local governments to prepare monthly reports containing the information that is prescribed.

**SHIRE OF NUNGARIN INTEGRATED STRATEGIC PLAN 2023 - 2033**

<b>Focus Area</b>	Our organisation
<b>Aspiration</b>	Effective forward planning, and engagement with our community
<b>Objective</b>	We deliver sound financial and asset management

**OTHER STRATEGIC LINKS**

There are no Strategic Plan implications evident at this time.

## **STATUTORY ENVIRONMENT**

Section 6.4 of the Local Government Act 1995 and Regulation 34 of the Local Government (Finance) Regulations 1996.

Local Government (Financial Management) Regulations 1996:

Regulation 34 states:

(1) A local government is to prepare each month a statement of financial activity reporting on the sources and applications of funds, as set out in the annual budget under regulation 22(1)(d) for that month in the following detail:

- (a) annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c);
- (b) budget estimates to the end of month to which the statement relates;
- (c) actual amounts of expenditure, revenue and income to the end of the month to which the statement relates;
- (d) material variances between the comparable amounts referred to in paragraphs (b) and (c);
- (e) the net current assets at the end of the month to which the statement relates.

Sub regulations 2, 3, 4, 5, and 6 prescribe further details of information to be included in the monthly statement of financial activity.

## **OFFICER COMMENT**

The Shire prepares the monthly financial statements in the statutory format along with other supplementary financial reports consisting of:

- (a) Statement of Comprehensive Income by Function/Program;
- (b) Statement of Comprehensive Income by Nature/Type;
- (c) Statement of Financial Activity;
- (d) Summary of Net Current Asset Position;
- (e) Statement of Explanation of Material Variances;
- (f) Statement of Financial Position;
- (g) Statement of Cash Flows;
- (h) Detailed Operating and Non-Operating Schedules;
- (i) Statement of Cash Back Reserves;
- (j) Loan Borrowings Statement; and
- (k) Trust Statement.

## **MATERIAL VARIANCE COMMENTARY ON YEAR TO DATE**

Regulation 34 of the *Local Government (Financial Management) Regulations 1996* require local governments to prepare annual budget estimates and month by month budget estimates so that comparatives can be made to Year to Date (YTD) Actual amounts of expenditure, revenue and income. Attached to this report is a copy of the month-by-month cumulative budget estimates, set out in the Statement of Financial Activity format.

The Statement of Financial Activity as at 29 February 2024 shows a closing surplus of \$1,546,249.

## **SUSTAINABILITY AND RISK CONSIDERATIONS**

**Economic –**  
nil

**Social**  
nil

**Policy Implications**

There are no significant policy implications evident at this time

**Risk Management Implications**

Risk Level	Comment
Medium	

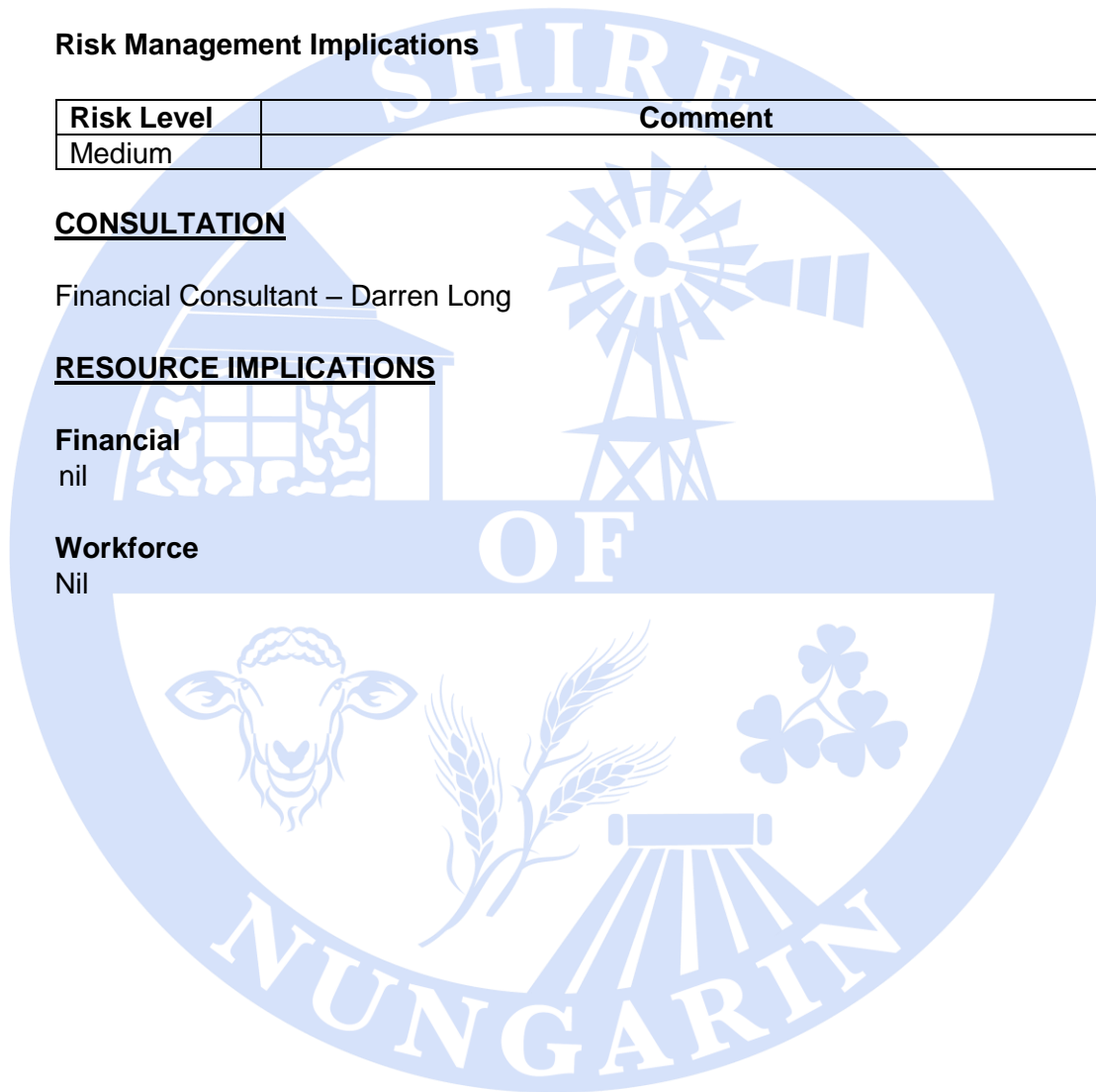
**CONSULTATION**

Financial Consultant – Darren Long

**RESOURCE IMPLICATIONS**

**Financial**  
nil

**Workforce**  
Nil



<b>8.3 NATIONAL HEADS OF AGREEMENT FOR A LEASE - AMPLITEL</b>	
<b>File Ref:</b>	n/a
<b>Previous Items:</b>	Nil
<b>Responsible Officer:</b>	Ric Halse Chief Executive Officer
<b>Author and Title:</b>	Ric Halse Chief Executive Officer
<b>Declaration of Interest:</b>	Nil
<b>Voting Requirements:</b>	Simple Majority
<b>Attachment Number</b>	8.3A – <a href="#">Proposed Heads of Agreement - Telco Tower - Ampliel &amp; Shire of Nungarin</a>

**OFFICER RECOMMENDATION**

The Council, in regard to the Telco Tower located at the Post Office at 63 Railway Avenue, resolves the following:

1. Acknowledges that the Shire is not obligated to adhere to clause 3.58 (Disposing of property) of the Local Government Act 1995. This exemption is because the tower already exists and, at the time of its construction, telecommunications providers were granted 'implied rights' to the land.
2. Endorses the Heads of Agreement between the Shire of Nungarin and Ampliel Pty Limited. The agreement outlines a twenty-year lease at a nominal rate of one dollar.
3. Authorises the Chief Executive Officer to sign the Heads of Agreement with the same terms and conditions as the Agreement attached to this report. This excludes the commencement date, which becomes effective only upon signing.

Moved: .....

Seconded: .....

.....

**IN BRIEF**

The current situation surrounding the telecommunications tower located at the rear of the Post Office on Railway Avenue has come to our attention due to the absence of a formal Heads of Agreement (HoA) that delineates the legal responsibilities between the land manager (the Shire) and the asset owner (initially Telstra, with ownership now transitioned to Amplitel). This oversight has prompted the preparation of this report, aimed at providing the Council with a comprehensive overview of the proposed terms and conditions for a HoA. The report seeks to facilitate informed decision-making on whether to enter into an agreement with Amplitel under the terms of a commercial peppercorn lease, in accordance with the legal frameworks stipulated by the relevant authority. The execution of such an agreement is anticipated to formalise the relationship between the Shire and Amplitel, ensuring clarity in legal responsibilities and enhancing the management of this vital infrastructure asset.

## **BACKGROUND**

In September 2021, Telstra successfully concluded the sale of a 49% non-controlling interest in its towers division to a consortium led by the Future Fund, Commonwealth Superannuation Corporation, and Sunsuper, under the management of HRL Morrison & Co. This strategic move led to the creation of a new subsidiary, Amplitel Pty Ltd, tasked with the ongoing operations of the tower business, ensuring continuity and alignment with Telstra's operational standards. Telstra retains a majority stake of 51% in the entity, maintaining control over the active components of its network infrastructure.

To facilitate the transition and ensure operational efficiency, PwC has been commissioned to oversee the development and implementation of suitable lease agreements for the existing towers, acting as a preliminary step before the formal legal documentation is handled by Telstra/Amplitel's legal team. This process underscores the importance of establishing formal agreements with landowners, including local government entities such as the Shire, to secure the continued operation of the telecom towers on their land. An initial Heads of Agreement (HoA) has been shared for review, highlighting the collaborative efforts to finalise the lease documentation, ensuring mutual benefits and compliance with regulatory requirements.

## **REPORT DETAIL**

The Heads of Agreement (HoA) document outlines the proposed lease terms between the Shire of Nungarin and Amplitel Pty Limited concerning the telecommunications tower facility located at 26 Railway Avenue, Nungarin, WA. Acting on behalf of Telstra Corporation Limited, PricewaterhouseCoopers Australia (PwC) facilitates this arrangement for Amplitel, highlighting key aspects such as the lessee and lessor details, the premises involved, and specific conditions of the lease.

The premises include the land underlying the telecommunications tower and associated infrastructure, with Amplitel owning the tower/pole/mast situated on the property. The lease grants Amplitel, its subtenants, and licensees unrestricted access to the premises 24/7 for the term of the lease, including any holding over period, for a variety of uses related to telecommunications and lawful purposes.

The term of the lease is set for 20 years, with options for Amplitel to terminate at five-year intervals given a three-month notice. The commencement date of the lease is November 1, 2022, with a nominal rent of \$1.00 per annum, signifying a peppercorn lease. Amplitel is responsible for its electricity usage on the premises and agrees to cover legal costs up to \$1,500 related to the negotiation and execution of the lease, along with other specified costs.

The document also stipulates conditions concerning the assignment and subletting of the lease, insurance requirements, a right of first refusal for Amplitel in case the lessor intends to sell the land, and conditions for easements for services as required by the local power authority.

A copy of the proposed agreement can be accessed by following this link [Heads of Agreement](#).

**SHIRE OF NUNGARIN INTEGRATED STRATEGIC PLAN 2023 - 2033**

<b>Focus Area</b>	Our organisation
<b>Aspiration</b>	Effective forward planning, and engagement with our community
<b>Objective</b>	We deliver sound financial and asset management

**OTHER STRATEGIC LINKS**

No strategic planning links associated to the proposal.

**STATUTORY ENVIRONMENT**

- Local Government Act 1995
- Local Government (Functions and General) Regulations 1996
- Land Administration Act 1997

**SUSTAINABILITY AND RISK CONSIDERATIONS**

**Economic –**

No economic implications because of the report recommendations.

**Social**

No social implications because of the report recommendations.

**Policy Implications**

No policy implications because of the report recommendations.

**Risk Management Implications**

<b>Risk Level</b>	<b>Comment</b>
Medium	Annual audits are an invaluable tool to use to ensure compliance with the Act, continued non-compliance may result in a report being presented to parliament.

**CONSULTATION**

Community consultation is not required for this report.

**RESOURCE IMPLICATIONS**

**Financial**

No financial implications because of the report recommendations.

**Workforce**

No workforce implications because of the report recommendations.

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<b>8.4 LOCAL GOVERNMENT REFORM - STANDARDISED MEETING PROCEDURES CONSULTATION PAPER</b>	
<b>File Ref:</b>	n/a
<b>Previous Items:</b>	Nil
<b>Responsible Officer:</b>	Ric Halse, Chief Executive Officer Choose an item.
<b>Author and Title:</b>	Ric Halse, Chief Executive Officer
<b>Declaration of Interest:</b>	Nil
<b>Voting Requirements:</b>	Simple Majority / Absolute Majority
<b>Attachment Number</b>	8.4A – <a href="#">Standardised Meeting Procedures Consultation Paper</a>

**OFFICER RECOMMENDATION**

That Council in relation to the Local Government Reforms, resolves as follows: -

- 1. Acknowledge receipt of the proposed changes regarding council procedures, standing orders and local laws;**
- 2. Authorise the Chief Executive Officer to prepare a comprehensive plan on the proposed roll-out of the local government reforms to be presented at a future Council meeting.**

Moved: .....

Seconded: .....

.....

**IN BRIEF**

A three-month consultation period is now open to inform the development of new regulations and guidance materials to standardise local government council and meeting procedures in Western Australia.

The proposed state-wide regulations would replace individual council procedures, standing orders and local laws, and are part of the first tranche of local government reforms which were passed by WA Parliament in May 2023.

**BACKGROUND**

The consultation feedback form can be found at [Feedback Form - Standardised Meeting Procedures](#) closes on **Wednesday 29 May 2024**.

**REPORT DETAIL**

The key reforms are summarised in the body of this report. Further detail on these changes and the State government local government reforms can be found by following [Reform of the Local Government Act](#)

**General Meeting Process**

- Proposals for calling meetings, including special council meeting notifications and time restrictions.
- Agendas and order of business, including public question time before decisions.
- Handling urgent business, with DLGSC notification for exceptions.
- Quorum requirements and procedures for when a quorum is not present.
- Adjourning meetings, with regulations for late meetings and disruptions.

**Public Participation**

- Public question time, expanding access and simplifying the process for asking questions.
- Presentations at council, with proposed discretion for local governments on hearing presentations.
- Handling petitions, with regulations for lodging, signing, and considering petitions.

**Conduct of Debate**

- Orderly conduct of meetings, emphasizing courteous behaviour and efficient handling of business.
- Motions and amendments, maintaining current procedures with proposed notice requirements.
- Debate rules, including seconding motions, debate structure, and speaking time limits.
- Member questions, with proposed procedures for asking and answering questions.
- Procedural motions to manage meetings effectively, without debate.

**Other Matters**

- Meeting minutes and confirmation, with a clear process for corrections.
- Electronic meetings and attendance, reflecting changes introduced due to the COVID-19 pandemic.
- Council committees, with proposed similar provisions to council meetings but more flexibility.
- Meetings of electors, seeking comments on applying proposed standards to electors’ meetings.

**SHIRE OF NUNGARIN INTEGRATED STRATEGIC PLAN 2023 - 2033**

<b>Focus Area</b>	Community
<b>Aspiration</b>	Responds to the needs of all residents
<b>Objective</b>	Celebration of local culture, heritage and place

**OTHER STRATEGIC LINKS**

No strategic planning links associated to the proposal.

**STATUTORY ENVIRONMENT**

Local Government Act 1995.

**SUSTAINABILITY AND RISK CONSIDERATIONS**

**Economic –**

No economic implications because of the report recommendations.

**Social**

No social implications because of the report recommendations.

**Policy Implications**

No policy implications because of the report recommendations.

**Risk Management Implications**

Risk Level	Comment
Medium	

**CONSULTATION**

Community consultation is not required for this report.

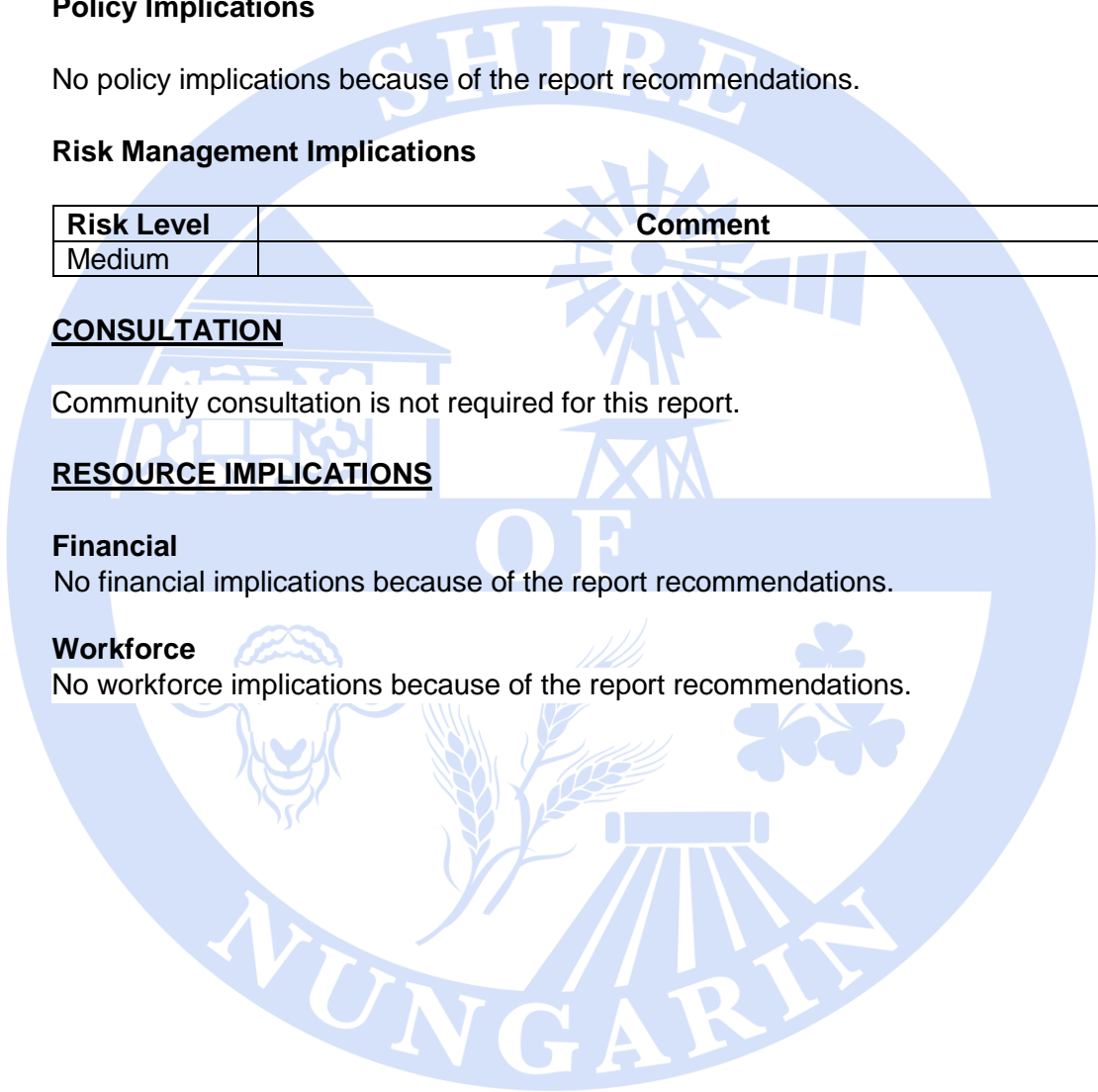
**RESOURCE IMPLICATIONS**

**Financial**

No financial implications because of the report recommendations.

**Workforce**

No workforce implications because of the report recommendations.



<b>8.5 NEWROC POWER AND TELECOMMUNICATION OUTAGES</b>	
<b>File Ref:</b>	n/a
<b>Previous Items:</b>	Nil
<b>Responsible Officer:</b>	Ric Halse, Chief Executive Officer Choose an item.
<b>Author and Title:</b>	Ric Halse, Chief Executive Officer
<b>Declaration of Interest:</b>	Nil
<b>Voting Requirements:</b>	Simple Majority
<b>Attachment Numbe</b>	8.5A – <a href="#">Power and Telco Report Feb 2024 NEWROC</a>

**OFFICER RECOMMENDATION**

The Council, in relation to the **NEWROC Power and Telecommunications Outages Economic Assessment**, acknowledge receipt of the attached economic report.

**Moved:** .....

**Seconded:** .....

**SUMMARY**

The report addresses severe power and telecommunications outages in the NEWROC region in early 2024, triggered by extreme weather events. Over 34,000 businesses and households were impacted, resulting in significant economic and financial losses.

Enclosed, please find the report on the impact of power and telecommunication outages on the NEWROC economy, commissioned by NEWROC and prepared by [econisis.com.au](http://econisis.com.au)

**KEY FINDINGS**

- **Impact of Outages:** The region experienced substantial economic setbacks due to both power and telecommunications disruptions, affecting businesses severely with losses over \$100,000 in some cases.
- **Economic Analysis:** Utilising economic multipliers, the analysis revealed that even short outages (12 hours) have significant economic repercussions, affecting regional output, income, employment, and value added.
- **Telecommunications:** The increasing dependence on digital connectivity means that internet outages significantly compound economic damages.
- **Long-term Projections:** Over a 20-year outlook, the economic costs of recurring outages are substantial, underscoring the need for investment in infrastructure resilience.

**RECOMMENDATIONS**

Invest in Resilience: Prioritize funding for power and telecommunications infrastructure to enhance resilience against natural disasters and climate change.

- **Strategic Planning:** Incorporate infrastructure resilience into long-term economic development plans, considering the significant economic impacts of outages.
- **Collaborate for Solutions:** Engage with stakeholders across government, industry, and the community to develop and implement resilience strategies.

**CONCLUSION**

The economic stability and future growth of the NEWROC region critically depend on strategic investments in infrastructure resilience. Addressing the vulnerabilities highlighted by the recent outages is imperative to mitigate future economic damages and ensure the region's prosperity.

**SHIRE OF NUNGARIN INTEGRATED STRATEGIC PLAN 2023 - 2033**

<b>Focus Area</b>	Community
<b>Aspiration</b>	Responds to the needs of all residents
<b>Objective</b>	Celebration of local culture, heritage and place

**OTHER STRATEGIC LINKS**

nil

**STATUTORY ENVIRONMENT**

nil

**SUSTAINABILITY AND RISK CONSIDERATIONS**

**Economic –**

nil

**Social**

nil

**Policy Implications**

nil

**Risk Management Implications**

<b>Risk Level</b>	<b>Comment</b>
Medium	

**CONSULTATION**

nil

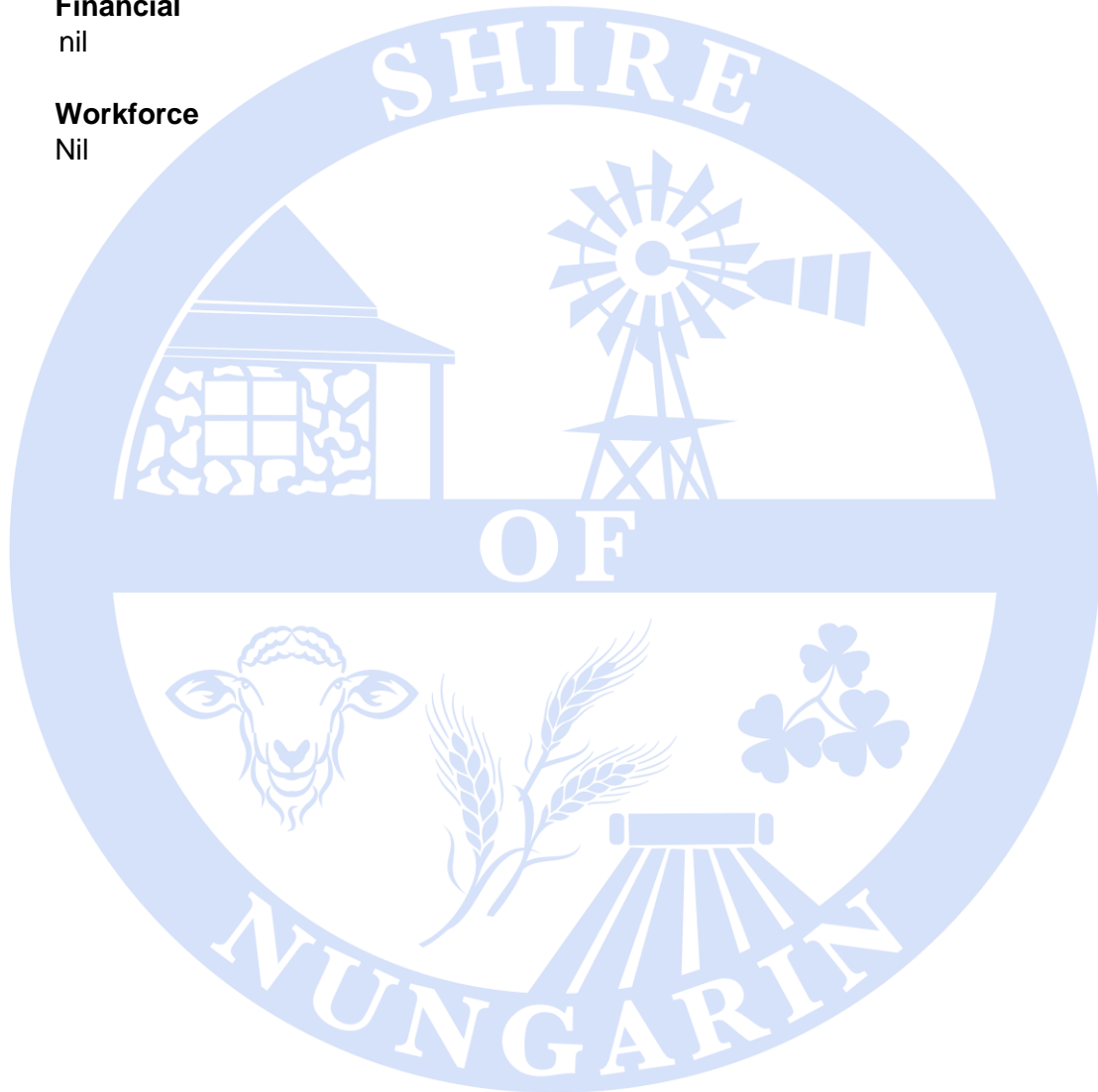
**RESOURCE IMPLICATIONS**

**Financial**

nil

**Workforce**

Nil



<b>8.6 FINANCE AND AUDIT COMMITTEE – BUDGET REVIEW AND COMPLIANCE AND AUDIT RETURN</b>	
<b>File Ref:</b>	n/a
<b>Previous Items:</b>	Nil
<b>Responsible Officer:</b>	Ric Halse, Chief Executive Officer <a href="#">Choose an item.</a>
<b>Author and Title:</b>	Ric Halse, Chief Executive Officer
<b>Declaration of Interest:</b>	Nil
<b>Voting Requirements:</b>	Simple Majority
<b>Attachment Number</b>	8.6A – <a href="#">Consultants Budget Review 23/24</a>

**SUMMARY**

The Finance and Audit Committee convened on **Wednesday 20 March 2024** at the Shire of Nungarin Council Chambers located at 66 Railway Avenue Nungarin. At this meeting, the committee considered two items relating to Shire’s review of the 2023/2024 budget up to 31 December 2024, and the annual Compliance Audit Return which the Chief Executive Officer is required to annually prepare a report in compliance with Local Government (Audit) Regulations 1996 and consult with the audit committee on their findings.

**KEY FINDINGS**

At the Finance and Audit Committee held 20 Wednesday 20 March 2024 the audit committee resolved to recommend that Council: -

- a) **Adopt the 2023/24 Annual Budget Review, as presented in Attachment 8.8A, and note that the estimate closing funds are based on current revenue and expenditure trends; and**
- b) **Approve the budget amendments contained within Attachment 8.8A as authorised expenditure.**

**OFFICER RECOMMENDATION**

**The Council resolves to adopt the Finance and Audit Committee's recommendation regarding the 2023/2024 Budget Review, in accordance with the Local Government Act 1995 and the Local Government (Financial Management) Regulations 1996, as considered on 20 March 2024.**

**Moved:** .....

**Seconded:** .....

.....



**SHIRE OF NUNGARIN INTEGRATED STRATEGIC PLAN 2023 - 2033**

<b>Focus Area</b>	Community
<b>Aspiration</b>	Responds to the needs of all residents
<b>Objective</b>	Celebration of local culture, heritage and place

**OTHER STRATEGIC LINKS**

nil

**STATUTORY ENVIRONMENT**

nil

**SUSTAINABILITY AND RISK CONSIDERATIONS**

**Economic –**

Nil

**Social**

nil

**Policy Implications**

nil

**Risk Management Implications**

<b>Risk Level</b>	<b>Comment</b>
High	If Council fails to resolve by absolute majority, or to provide the necessary documentation to the regulator, the Shire risks compliance action taken against it, and/or further scrutiny of finances.

**CONSULTATION**

nil

**RESOURCE IMPLICATIONS**

**Financial**

nil

**Workforce**

Nil

<b>8.7 BUDGET REVIEW REALLOCATION OF SURPLUS FUNDS</b>	
<b>File Ref:</b>	n/a
<b>Previous Items:</b>	Nil
<b>Responsible Officer:</b>	Ric Halse, Chief Executive Officer Choose an item.
<b>Author and Title:</b>	Ric Halse, Chief Executive Officer
<b>Declaration of Interest:</b>	Nil
<b>Voting Requirements:</b>	Simple Majority
<b>Attachment Number</b>	8.47A – <a href="#">Budget Review Project Allocation 23/24</a>

**OFFICER RECOMMENDATION**

The Council, in light of the budget review's projection of a \$177,955 surplus for the 2023/2024 financial year, approves the fund reallocations as detailed in Table 01 (Budget Review Reallocation of Funds for 2023/2024). Furthermore, it authorises the Chief Executive Officer to update the Charter of Accounts to accurately reflect these changes as specified in Table 01.

Moved: .....

Seconded: .....

**SUMMARY**

This report outlines a proposal for reallocating the Shire of Nungarin's surplus funds, emphasising the enhancement and completion of existing projects rather than initiating new ones.

**KEY FINDINGS**

**Introduction**

In the fiscal year 2023/2024, the Shire has identified a notable surplus, presenting an opportunity to bolster current initiatives and infrastructure projects. This approach is prudent, ensuring the maximisation of value from existing allocations and addressing critical needs without overextending resources or introducing new financial commitments.

**Financial Performance and Surplus Identification**

A detailed review of our financial performance reveals a healthy surplus; notably, the absence of a permanent CEO has led to under-expenditure in several areas, suggesting that some planned activities and projects could not be executed as anticipated. This unexpected under-expenditure contributes significantly to our current surplus.

## Strategic Reallocation of Surplus Funds

The crux of the proposal revolves around prioritising the completion of pending projects within this fiscal year. This strategy aims to provide the Council with a clean slate, allowing for enhanced focus on strategic objectives and new initiatives. At the forefront of the surplus expenditure are the following key projects:

- MCCorry’s Septic Tank Apparatus
- Park Ablutions and Septic Tank Apparatus
- Post Office Extensions

Additionally, allocations to the Building and Plant Reserves are proposed for projects slated for the next fiscal year. Funds are earmarked for the Plant Reserve to serve as a buffer against potential increases in costs linked to modifications to the truck and trailer system.

### **SHIRE OF NUNGARIN INTEGRATED STRATEGIC PLAN 2023 - 2033**

<b>Focus Area</b>	Community
<b>Aspiration</b>	Responds to the needs of all residents
<b>Objective</b>	Celebration of local culture, heritage and place

### **OTHER STRATEGIC LINKS**

nil

### **STATUTORY ENVIRONMENT**

nil

### **SUSTAINABILITY AND RISK CONSIDERATIONS**

#### **Economic**

nil

#### **Social**

nil

#### **Policy Implications**

nil

#### **Risk Management Implications**

<b>Risk Level</b>	<b>Comment</b>
Medium	There is a risk of further under expenditure due to unforeseen events or unavailability of supplies or labour.

### **CONSULTATION**

nil

### **RESOURCE IMPLICATIONS**

#### **Financial**

nil

#### **Workforce**

<b>Table 01: Budget review reallocation of funds from 2023/2024</b>				
COA Code	Project	Adopted Budget 2023/2024 (\$)	Mid-Year Adjustment (\$)	Comments
411603	MCCorry's Septic Tank Apparatus	\$30,000	\$8,000	Additional funds for a low-class trade waste device.
413202	Park Ablutions Utility Connections	\$80,000	0	Estimated utility connection approx. \$50-\$55k; balance redirected to septic tank apparatus.
413202	Park Septic Tank Apparatus	0	\$22,000	Total project needs of \$45k due to shortfall from utility services and additional needs.
210102	Landfill Closure Plan	\$7,500	\$7,500	Increase due to incorrect journal entry for rubbish collection.
-	Post Office – In-kind Private Works	0	\$15,000	In-kind works to complete unfinished post office extension.
-	Employee Salaries	0	\$15,500	Estimated value of proposed changes to salaries.
-	New Position - Part-Time Finance Officer	0	\$17,000	Funds for the balance of 23/24; a new budget allocation required in 24/25.
-	CWA Hall	\$70,000	0	LCRI funding for building works, repairs, and maintenance.
-	Works Contractor - Grading Maintenance	0	\$15,000	Maintenance grading on high priority gravel roads.
-	Truck Trailer Modifications	0	\$30,000	Error in contract specifications requiring additional funds.
-	Market Committee	0	\$1,000	Support for Market Committee's insurance costs for train-ride activities.
-	Allocation to Building Reserve	0	\$17,000	Provision for MCCorry's new ablation system and sewer system connection.
-	Allocation to Plant Reserve	0	\$15,000	Set aside for higher costs of modifying the truck trailer system.
-	Allocation to Building Reserve	0	\$14,000	Cash set aside as a provision for various building maintenance and development projects.
<b>Total</b>			<b>\$177,000</b>	

**9. DELEGATIONS**

Shire of Nungarin Election Report Ordinary Election 2023 Western Australian Electoral Commission.

**10. NEW BUSINESS OF AN URGENT NATURE**

(New business of an urgent nature approved by the Presiding Member)

**11. DELEGATIONS**

Local Emergency Management Committee Minutes meeting conducted 27 February 2024.

**12. CONFIDENTIAL ITEMS OF BUSINESS**

**OFFICER RECOMMENDATION**

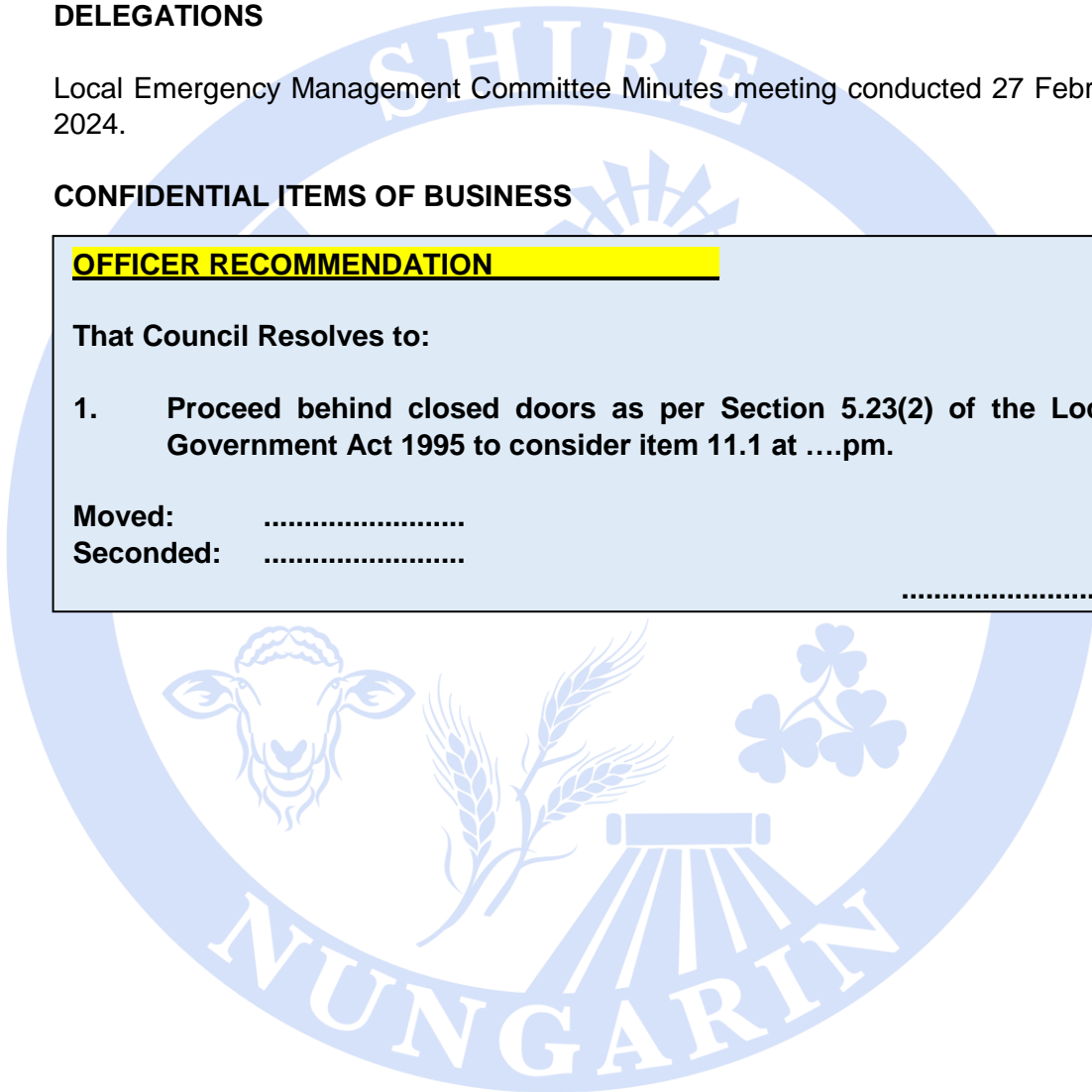
**That Council Resolves to:**

- 1. **Proceed behind closed doors as per Section 5.23(2) of the Local Government Act 1995 to consider item 11.1 at ....pm.**

**Moved:** .....

**Seconded:** .....

..... /



**OFFICER RECOMMENDATION**

<b>12.1 CONFIDENTIAL ITEM: ITEM HEADING</b>	
<b>File Ref:</b>	
<b>Previous Item Ref:</b>	
<b>Applicant:</b>	
<b>Author and Title:</b>	
<b>Declaration of Interest:</b>	
<b>Voting Requirements</b>	
<b>Attachment Number:</b>	

**OFFICER RECOMMENDATION**

That Council Resolves to:

1. Proceed with the meeting on public, the time being ....pm.

Moved: .....

Seconded: .....

..... /

**13. CLOSURE**

The being no further business the meeting closed at .....

\_\_\_\_\_  
Presiding Member

\_\_\_\_\_  
Date

